

PROCEEDINGS OF THE BROWN COUNTY HUMAN SERVICES BOARD

Pursuant to Section 19.84 Wis. Stats, a regular meeting of the **Brown County Human Services Board** was held on Thursday, June 12, 2014 in Board Room A of the Sophie Beaumont Building – 111 North Jefferson Street, Green Bay, WI

Present: Chairman Tom Lund
Paula Laundrie, Helen Smits, Bill Clancy, Craig Huxford, JoAnn Grascberger,
Carole Andrews

Excused: Susan Hyland, John Van Dyck

Also

Present: Jeremy Kral, Executive Director
Nancy Fennema, Director of Community Programs
Tim Schmitt, Finance Manager
Molly Hillmann, Contract & Provider Relations Manager
Genny Willemon, Office Manager (CTC)
Kristin Madison, Accountant Supervisor

1. Call Meeting to Order:

The meeting was called to order by Chairman Tom Lund at 5:15 pm.

2. Approve/Modify Agenda:

LAUNDRIE/GRASCHBERGER moved to approve the agenda.
The motion was passed unanimously.

3. Approve Minutes of May 8, 2014 Human Services Board Meeting:

ANDREWS asked that the executive director's report be included with the minutes. It was an oversight and will be done in the future.

SMITS/CLANCY moved to approve the minutes dated May 8, 2014.
The motion was passed unanimously.

4. Executive Director's Report

Executive Director Jeremy Kral presented and handed a written report to the board (attached). Kral introduced the staff around the table including Kristin Madison, Accountant Supervisor, Molly Hillmann, Contract & Provider Relations Manager and Genny Willemon, Office Manager at the CTC.

Kral went through his report and stated that Willemon was the point person for the transportation issue and asked her to elaborate. Willemon stated that we were not able to receive any insurance money from the loss of the van. We are applying for the 5310 grant which will give us the means to purchase a new van. The deadline for the application is August 15th and then a subcommittee will review and determine who to award the money to toward the end of this year. We are unsure of when the money would actually be given.

We did sell the previous van at auction which gave us a little bit of income. We are currently discussing different options. The Red Cross has five vehicles they are putting up for bidding after July 1st. Only 5310-eligible parties are able to bid on the vehicles. If we were able to bid and secure one of those vehicles, we would obtain it much sooner than with the 5310 grant funding.

Q: Citizen Board Member Laundrie asked if we have looked into dealerships, used vehicles and donations as areas to explore.

A: Willemon stated she has not looked into those options at this time.

Q: Citizen Board Member Laundrie asked what our ideal van would include.

A: Willemon stated it would be accessible for one person in a wheelchair and 2 to 3 ambulatory individuals. Having a larger van would hold more people but would increase the time in the vehicle.

Q: Chairman Lund asked if we could possibly put it in the 2015 budget.

A: Kral stated our best option to replace it quickly is to obtain one of the Red Cross vehicles. Kral also added that Public Works Director Paul Van Noie is working on a Fleet Management Policy county-wide for a fixed replacement schedule.

Q: Citizen Board Member Huxford stated we should be prepared to bid on the Red Cross vehicles when the opportunity arises.

A: Willemon stated she has been in contact with Red Cross as to the bidding process. She will be meeting with Kral to determine the next course of action.

County Board Member Clancy stated he would like somebody with expertise to put a bid on the vehicle in order to have a better chance to get a vehicle prior to 2015. Willemon stated we have provided clients with a list of different agencies they go through to accommodate their transportation needs in the meantime. Kral added we will do what we can to get a vehicle at an affordable price.

ANDREWS/HUXFORD moved to receive and place on file.
Motion was carried unanimously.

5. Introduction of Contract & Provider Relations Manager.

Molly Hillmann introduced herself and relayed some information on her background. She stated she has worked for the county for 13 years, previously in the Administration department. Hillmann is familiar with grant writing, policy writing and has worked on county communications. She has started in her current role on April 1st and has been busy learning Human Services lingo and programs. Kral stated he is happy to have Molly joining our team.

6. Financial Report

Schmitt had submitted a written report with the board packet agenda.

LAUNDRIE/ANDREWS moved to receive and place on file.
Motion was carried unanimously.

7. Statistical Reports:

Please refer to the packet which includes this information.

8. **Approval for New Non-Continuous Vendor:**
Please refer to the packet which includes this information.
9. **Request for New Vendor Contract:**
Please refer to the packet which includes this information.
10. **Other Matters:**

Next Meeting: Thursday, July 10, 2014
5:15 p.m. – Sophie Beaumont Building, Board Room A
11. **Adjourn Business Meeting:**
ANDREWS/HUXFORD moved to adjourn; motion passed unanimously. Chairman Lund adjourned the meeting at 5:31 p.m.

Respectfully Submitted,

Kara Navin
Recording Secretary

Brown County Human Services

Executive Director's Report to the Human Services Board

June 12, 2014

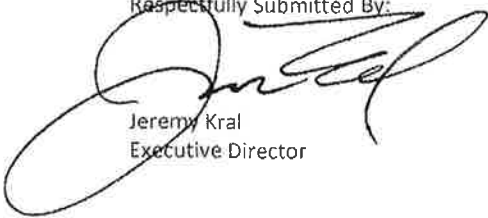
Good Evening Board Members:

Family Care transition planning is underway in earnest. We are working with our colleagues in the departments of Administration, Public Works, Human Resources, and Technology Services to ensure collaboration within the county departments during this enormous undertaking. We have also had some preliminary discussions with leadership at the Aging and Disability Resource Center because ADRC's are a huge component of long term care reform and the future Family Care/IRIS model.

Interviews have been taking place to evaluate candidates for the Children, Youth, and Families Manager. We have one interview scheduled later this week and look forward to making a selection soon.

I was asked to provide an update on an issue in the area of transportation. Earlier this year, a van that is used to transport clients caught fire and was destroyed. This has caused some consumers to have to utilize other methods of transportation which are not as convenient or comfortable as we would like. This department will be writing for a grant which will allow replacement of the vehicle if the grant is awarded. If successful, the van would be replaced early 2015. Genny Willemon, a supervisor at the CTC has joined us this evening to provide further details.

Respectfully Submitted By:

A large, stylized handwritten signature in black ink, appearing to read 'J. Kral', is written over the printed name and title.

Jeremy Kral
Executive Director